DOCUMENT RESUME

ED 142 262 JC 770 393

AUTHOR	Gell, Robert L.; Armstrong, David F.
TITLE	The Employers IV: A Survey of Employers Who Have Hired Career Program Graduates of Montgomery Community College.
INSTITUTION	Montgomery Coll., Rockville, Md. Office of Institutional Research.
PUB DATE	77
NOTE	46p.; Names and addresses of employers participating in the study have been deleted from this version of the report
EDRS PRICE	MF-$0.83 HC-$2.06 Plus Postage.
DESCRIPTORS	*Associate Degrees; Community Colleges; *Employer Attitudes; *Followup Studies; Institutional Research; *Job Skills; Job Training; *Junior Colleges; Program Evaluation; Promotion (Occupational); Questionnaires; Surveys
IDENTIFIERS	Employer Surveys

ABSTRACT

In a survey of 374 career curriculum graduates of Montgomery Community College in 1976, 280 indicated they were working in jobs related to their college programs. Of these, 225 (80%) gave employer names and addresses and permission to contact them. Questionnaires drew responses of 159 employers to questions about skill levels of students, employee relationships, and the influence of the Associate of Arts (A.A.) degree on job responsibilities and promotion. The survey resulted in representation of 19 college career programs, with secretarial science, fire science, nursing, and dental assisting accounting for 19%, 15%, 15%, and 7% of the sample, respectively. Results showed that possession of the A.A. degree was not essential to job entry, but was beneficial to promotion and increased job responsibilities. Job preparation was judged more than adequate by 71% of employers, adequate by 28%, and inadequate by 1%. The study recommends urging employers to include the A.A. degree in job requirements for fields directly related to college programs, and asks curriculum heads to correct program deficiencies as noted by employers. The questionnaire is appended. (RT)

****
* Documents acquired by ERIC include many informal unpublished *
* materials not available from other sources. ERIC makes every effort *
* to obtain the best copy available. Nevertheless, items of marginal *
* reproducibility are often encountered and this affects the quality *
* of the microfiche and hardcopy reproductions ERIC makes available *
* via the ERIC Document Reproduction Service (EDRS). EDRS is not *
* responsible for the quality of the original document. Reproductions *
* supplied by EDRS are the best that can be made from the original. *
****

ED142262

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
NATIONAL INSTITUTE OF EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

THE EMPLOYERS IV

A Survey of Employers Who Have Hired Career Program Graduates of Montgomery Community College

by

Robert L. Gell, Dean

David F. Armstrong, Research Analyst

Office of Institutional Research and Analysis

MONTGOMERY COLLEGE

Montgomery County, Maryland

1977

JC 770 393

TABLE OF CONTENTS

CHAPTER	PAGE
ABSTRACT	vii
THE POPULATION	1
Sex and Curriculum of Students	2
Type and Location of Employers	4
THE FINDINGS	5
Need for Associate Degree	5
Attitudes Toward Hiring Two-Year College Graduates	5
Promotion Potential of an Associate Degree Holder	7
Attitudes Toward Preparation of Employees	7
Willingness to Hire Additional Montgomery College Graduates	9
Profiles of Individual Curriculums	11
Accounting	12
Business Management	13
Child Care Aide	14
Computer Science	15
Criminal Justice	16
Dental Assisting	17
Dental Laboratory Technology	18
Engineering Technology	19
Fire Science	20
Hospitality Management	21
Instructional Aide	22
Medical Assisting	23
Medical Laboratory Technology	24

TABLE OF CONTENTS
(Continued)

CHAPTER	PAGE
Mental Health Associate	25
Nursing	26
Radiologic Technology	27
Recreation Leadership	28
Secretarial Science	29
Visual Communications Technology	30
SUMMARY AND RECOMMENDATIONS	31
Recommendations	32
APPENDIX	
A Employer Questionnaire	35
B Employers Who Participated in the Study	41

LIST OF TABLES

TABLE		PAGE
I	Curriculums of Graduates Whose Supervisors Participated in the Study.	3
II	Types of Employers Participating by Location.	4
III	Need for an Associate Degree for Present Position	6
IV	Employers Employing Additional Two-Year College Graduates	6
V	Preference of Employers for Associate Degree Versus Two Years of College and No Degree.	6
VI	Preference Given to Holders of Associate Degrees by Various Types of Employers.	8
VII	Promotion Potential of Employee Earning an Associate Degree.	8
VIII	Evaluation by Employers of the Preparation Given to the Graduate by Montgomery College.	10
IX	Willingness to Employ Another Montgomery College Graduate with Degree in Same Area.	11

ABSTRACT

For the past four years the Office of Institutional Research and Analysis at Montgomery College has been involved in an effort to survey employers and supervisors of graduates of the College. The aim has been to gain an evaluation of college programs, particularly career curriculums, from the standpoint of the work community. The previous reports, The Employers, The Employers II, and The Employers III, have provided both interesting and consistent data. Results have suggested that actual possession of the A.A. degree may not be as vital to job entry as might have been assumed. The implication has been that possession of the necessary skills is sufficient. Such a conclusion raises questions concerning the criteria used in estimating success for a community college and leads the researchers to recommend that the College engage in a major effort to promote the Associate in Arts degree among County employers as a certification of a specific skill level.

For someone already working, degree attainment is beneficial in terms of promotion possibilities and increased job responsibilities. Ratings of the preparation and performance of the graduates in many areas have been very favorable. One of the most valuable parts of these surveys for curriculum coordinators has been a section for individual comments by the employers concerning areas of preparation that need to be added or strengthened.

The present report is a fourth effort in this regard and tends to validate the results of previous surveys. The questionnaire used

is the same as in the previous studies. It was adapted from one originally developed and used by Dr. Cheryl Opacinch, Coordinator of Institutional Research, Catonsville Community College, and reported in Extending the Model of Program Evaluation - Career Graduates and their Employers, 1974.

THE POPULATION

Three hundred and seventy-four 1976 graduates of career curriculums responded to an annual graduate follow-up survey conducted in the spring of 1977 by the Office of Institutional Research and Analysis. Of that number, 280 indicated they were working in jobs related to their college programs, and 225 (80%) of these provided names and addresses of their employers along with permission to contact them. Questionnaires were mailed out and 159 usable questionnaires were returned for a 71 percent response rate.

Previous employer surveys have had permission rates of 44, 34, and 71 percent respectively. The return rates for these three years were 62, 80, and 65 percent. It is not at all clear what is responsible for the high rate of students granting permission to contact their employers during the past two years. The total number of employers upon which this study is based (159) is more than double that achieved in the first employer survey (66).

Since the target population of the present study is actually the 280 employers of the career graduates who responded to the graduate follow-up, the actual sample reflects more than half of this group but is by no means random. Two possible sources of bias could challenge the validity of the results presented here. One is that those employers returning questionnaires hold different opinions concerning their employees than those who were sent questionnaires but did not return them. There is no

reason to suspect this however, and experience in surveying non-respondents by telephone in the graduate follow-up indicates that they are probably not much different from respondents. A second possible bias could result if students who refuse permission for their employers to be contacted have a less positive work relationship than those who do give permission. Although this seems possible, the frequency with which students have given permission for this report suggests that it would not be a very strong effect.

The increasing number of employers cooperating in surveys of this kind is encouraging for several reasons. Previous studies by the Office of Institutional Research and Analysis have shown that the majority of graduates work in Montgomery County and the greater Washington metropolitan area. The number of employers responding suggests that there is a willing resource in the community that the College can draw upon for aid in gauging the effectiveness and impact of its services. Many of these employers indicated specifically that they were willing to be contacted in the future for further evaluation of college programs. The possibility exists then for more specific evaluation measures for individual curriculums.

Sex and Curriculum of Students

One hundred and nine students whose supervisors participated in the study were female, while 50 were male. A broad variety of curriculums is represented (Table I); supervisors of graduates of allied health curriculums constitute just over one-third of the sample, and secretarial science and fire science programs are also well represented.

TABLE I

CURRICULUMS OF GRADUATES WHOSE
SUPERVISORS PARTICIPATED IN THE STUDY

CURRICULUM	NO. OF SUPERVISORS	PERCENT
Accounting	3	2%
Dental Assisting	11	7%
Dental Lab Technology	4	2%
Medical Assisting	9	6%
Medical Lab Technology	3	2%
Mental Health Associate	2	1%
Nursing	24	15%
Radiologic Technology	6	4%
Business Management	5	3%
Child Care Aide	8	5%
Computer Science	6	4%
Engineering Technology	6	4%
Hospitality Management	3	2%
Instructional Aide	3	2%
Criminal Justice	2	1%
Fire Science	24	15%
Recreation Leadership	3	2%
Secretarial Science	31	19%
Visual Communication Technology	6	4%
TOTAL	159	100%

Type and Location of Employers

The employers were classified according to six types: private firm or business, federal government agency, local government agency, hospital, medical or dental office, and school. Thirty-eight percent were private firms or businesses while only 4 percent were schools. The other types, varying in proportion between these two, are well represented in the sample (Table II).

Another breakdown of the data shows that 67 percent of the employers were located in Montgomery County, while another 22 percent were located in the District of Columbia (Table II). Graduate follow-ups, as well as previous employer surveys conducted by the Office of Institutional Research and Analysis, have indicated that Montgomery College graduates, as a rule, find employment in the metropolitan area and particularly within the County.

TABLE II

TYPES OF EMPLOYERS PARTICIPATING BY LOCATION

TYPE \ LOCATION	1 MONTGOMERY COUNTY	2 DISTRICT OF COLUMBIA	3 OTHER MD. COUNTY	4 VIRGINIA	5 OTHER STATE	TOTAL	PERCENT
1 Private Firm or Business	37	16	4	0	3	60	38%
2 Federal Government	10	4	0	0	0	14	9%
3 Local Government	22	1	1	0	0	24	15%
4 Hospital	18	7	3	1	3	32	20%
5 Medical or Dental Office	13	6	1	0	2	22	14%
6 School	6	1	0	0	0	7	4%
TOTAL	106	35	9	1	8	159	100%
PERCENT	67%	22%	5%	1%	5%	100%	

THE FINDINGS

Need for Associate Degree

Of special interest to the College has been a feeling among employers that the Associate degree is not essential for job entry. Previous surveys have found that while many employers preferred a new employee to possess the A.A. degree, a sizeable percentage of them did not require it. This finding has again been substantiated in the present survey in which only 14 percent of the employers indicated an A.A. degree was required. While 38 percent stated that the degree, although not required, was preferred, almost half of the employers neither required nor necessarily preferred the degree (Table III).

Attitudes Toward Hiring Two-Year College Graduates

Sixty-three percent of the employers surveyed had other two-year college graduates in their employ in addition to the recent Montgomery College graduates (Table IV). The advantage of actually possessing an A.A. degree versus simply having taken a comparable amount of coursework is questionable. Nearly two-thirds of the employers stated that they did not give preference to a person with an A.A. degree over a person with two years of college and no degree. Thirty-nine percent, or about one in three, did prefer the person with the degree (Table V). This finding is in line with results from previous surveys and indicates that background and training in the skills involved in the job are primary while possession of the degree is, to many employers, incidental. These data have been

TABLE III

NEED FOR AN ASSOCIATE DEGREE FOR PRESENT POSITION

	NUMBER	PERCENT
A.A. degree required	22	14%
A.A. degree not required but preferred	61	38%
A.A. degree not required	76	48%
TOTAL	159	100%

TABLE IV

EMPLOYERS EMPLOYING ADDITIONAL TWO-YEAR COLLEGE GRADUATES

	YES	NO	NO RESPONSE	TOTAL
Do you employ other two-year college graduates?	100	58	1	159
	63%	37%	-	100%

TABLE V

PREFERENCE OF EMPLOYERS FOR ASSOCIATE DEGREE VERSUS TWO YEARS OF COLLEGE AND NO DEGREE

	YES	NO	NO RESPONSE	TOTAL
Preference given to A.A.?	58	91	10	159
	39%	61%	-	100%

analyzed by type of employer (Table VI), and there appears to be some variation in the extent to which the degree is desired, schools and local government agencies being most interested in hiring holders of Associate in Arts degrees.

Promotion Potential of an Associate Degree Holder

While the A.A. degree may not be vital for job entry, there has been some consensus in previous surveys concerning its value in promotion potential and increased job responsibilities. In the present study, well over half of the employers felt that earning an Associate degree would, at least usually, increase one's chances for promotion. Only 18 percent felt that this would be unlikely or would never occur (Table VII).

In addition, 46 percent of the employers stated that earning an Associate degree would usually or always result in greater job responsibilities. Only 18 percent believed that this would be unlikely (Table VII).

A further question concerned whether or not earning of an A.A. degree meant increased job tasks requiring a higher level of skills. Here again the evidence was in the affirmative. Thirty-nine percent indicated this would usually be so, while another 13 percent thought it would always be the case. Only 18 percent felt it unlikely that the number of tasks involving higher level skills would be increased (Table VII).

Attitudes Toward Preparation of Employees

Job preparation and performance of the graduates were other areas of inquiry of the employer survey. Employers were asked to

TABLE VI

PREFERENCE GIVEN TO HOLDERS
OF ASSOCIATE DEGREES BY VARIOUS
TYPES OF EMPLOYERS

TYPES OF EMPLOYERS		PREFERENCE GIVEN TO HOLDERS OF ASSOCIATE DEGREES			TOTAL
		YES	NO	NO RESPONSE	
Private Firm or Business	No.	18	40	2	60
	%	31%	69%	-	100%
Federal Government	No.	4	8	2	14
	%	33%	67%	-	100%
Local Government	No.	14	10	0	24
	%	58%	42%	-	100%
Hospital	No.	13	14	5	32
	%	48%	52%	-	100%
Medical or Dental Office	No.	4	17	1	22
	%	19%	81%	-	100%
School	No.	5	2	0	7
	%	71%	29%	-	100%
TOTAL	No.	58	91	10	159
	#	39%	61%	-	100%

TABLE VII

PROMOTION POTENTIAL OF EMPLOYEE EARNING AN ASSOCIATE DEGREE

WOULD AN A.A. DEGREE...	NEVER	UNLIKELY	SOMETIMES	USUALLY	ALWAYS	NO RESPONSE	TOTAL
Increase promotion chances?	3	24	63	53	8	8	159
PERCENT	2%	16%	42%	35%	5%	-	100%
Give employee greater responsibilities?	3	24	56	53	18	5	159
PERCENT	2%	16%	36%	34%	12%	-	100%
Increase job tasks requiring a high level of skills?	2	25	46	60	20	6	159
PERCENT	2%	16%	30%	39%	13%	-	100%

rate the preparation of the graduates in eight areas: depth in the various areas of knowledge required by the job, scope of the various areas of knowledge required by the job, understanding of the theory behind the tasks performed, performance of job skills, familiarity with equipment and machines used on the job, ability to communicate with superiors, ability to get along with fellow workers, and overall work attitude. Responses to these questions are shown in Table VIII. Preparation in all these areas was rated as adequate or more than adequate by 90 percent, except in one case. As in previous years, the skill area receiving the lowest rating was familiarity with equipment and machines where 11 percent of the employees were seen as inadequately prepared. Since 37 percent of the employees were judged more than adequate on this dimension, this finding probably reflects uncommon or highly specialized equipment in certain places of employment.*

Again, congruent with previous results, Montgomery College graduates were rated highest on ability to communicate with superiors, ability to get along with fellow workers, and overall work attitude.

Willingness to Hire Additional Montgomery College Graduates

Another indication of the performance of Montgomery College graduates is reflected in answers to the question of whether or not employers were willing to hire other graduates with the same degree. Responses of the 159 employers to this question were overwhelmingly positive. Ninety-seven percent answered "yes - without reservation" or "yes - with careful screening" (Table IX). Those who responded

*See the profiles of individual curriculums below, especially that for Nursing.

TABLE VIII

EVALUATION BY EMPLOYERS OF THE PREPARATION
GIVEN TO THE GRADUATE BY MONTGOMERY COLLEGE

AREA BEING EVALUATED	INADEQUATE	ADEQUATE	MORE THAN ADEQUATE	NOT OBSERVED	TOTAL
Depth of knowledge required by the job	7	90	58	4	159
PERCENT	5%	58%	37%	-	100%
Scope of knowledge required by the job	6	87	61	5	159
PERCENT	4%	56%	40%	-	100%
Understanding of the theory behind the tasks	6	85	62	6	159
PERCENT	4%	56%	40%	-	100%
Performance of job skills from beginning of employment	7	76	70	6	159
PERCENT	4%	50%	46%	-	100%
Familiarity with equipment and machines	17	77	55	10	159
PERCENT	11%	52%	37%	-	100%
Ability to communicate with superiors	4	63	90	2	159
PERCENT	3%	40%	57%	-	100%
Ability to get along with fellow workers	1	57	97	4	159
PERCENT	1%	37%	62%	-	100%
Overall work attitude	2	43	112	2	159
PERCENT	1%	28%	71%	-	100%

negatively, for the most part, felt that this was too much of an individual matter to allow generalization.

TABLE IX

WILLINGNESS TO EMPLOY ANOTHER MONTGOMERY COLLEGE GRADUATE WITH DEGREE IN SAME AREA

	NUMBER	PERCENT
Yes - without reservation	78	49%
Yes - with careful screening	76	48%
No	5	3%
TOTAL	159	100%

Profiles of Individual Curriculums

Response frequencies for the individual curriculums whose graduates were evaluated are presented in this section. The top half of the sheet for each curriculum contains response frequencies for various evaluative questions and the bottom half contains a synopsis of the employers' criticisms of and recommendations for the program. Names and addresses of the individual employers are listed in Appendix B.

ACCOUNTING Number of Respondents = 3

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	1	2	0
B. Scope of the various areas of knowledge required by the job is	0	1	2	0
C. Understanding of the theory behind the tasks performed is	0	2	1	0
D. Performance of job skills from the beginning of employment was.	0	1	2	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	2	1	0
F. Ability to communicate with superior is	0	1	2	0
G. Ability to get along with fellow workers is	0	0	3	0
H. Overall work attitude is	0	1	2	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

1 Yes - without reservation

2 Yes - with careful screening

0 No

Employer's Comments:

Stress greater familiarity with office machines, especially adding machines, and more familiarity with tax forms to be prepared and returned.

BUSINESS MANAGEMENT Number of Respondents = 5

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	2	3	0
B. Scope of the various areas of knowledge required by the job is	0	3	2	0
C. Understanding of the theory behind the tasks perfcrmed is	0	2	3	0
D. Performance of job skills from the beginning of employment was.	0	2	3	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	2	2	1
F. Ability to communicate with superior is	0	2	3	0
G. Ability to get along with fellow workers is	0	3	2	0
H. Overall work attitude is	0	2	3	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

2 Yes - without reservation

3 Yes - with careful screening

0 No

Employer's Comments:

Suggest more training in personnel selection and recruiting, research, management practice and theory, and reaction in crisis situations.

CHILD CARE AIDE Number of Respondents = 8

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	3	5	0
B. Scope of the various areas of knowledge required by the job is	0	6	2	0
C. Understanding of the theory behind the tasks performed is	1	4	3	0
D. Performance of job skills from the beginning of employment was.	0	3	5	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	3	2	3
F. Ability to communicate with superior is	1	2	5	0
G. Ability to get along with fellow workers is	1	1	6	0
H. Overall work attitude is	1	1	6	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

2 Yes - without reservation

6 Yes - with careful screening

0 No

Employer's Comments:

Specific recommendations:

1. First aid
2. Nutrition
3. Child Psychology
4. Science and art for young children
5. Project planning

General recommendations:

1. Greater knowledge of early childhood problems and normal behavior
2. Greater exposure to theory

Computer Science Number of Respondents = 6

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	5	1	0
B. Scope of the various areas of knowledge required by the job is	0	4	2	0
C. Understanding of the theory behind the tasks performed is	0	4	2	0
D. Performance of job skills from the beginning of employment was.	0	5	0	1
E. Familiarity with equipment and machines used in your operation in the beginning was.	1	3	1	1
F. Ability to communicate with superior is	0	5	1	0
G. Ability to get along with fellow workers is	0	2	4	0
H. Overall work attitude is	0	2	4	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

0 Yes - without reservation

6 Yes - with careful screening

0 No

Employer's Comments:

More emphasis on verbal communication and software theory.

CRIMINAL JUSTICE Number of Respondents = 2

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	1	1	0
B. Scope of the various areas of knowledge required by the job is	0	1	1	0
C. Understanding of the theory behind the tasks performed is	0	1	0	1
D. Performance of job skills from the beginning of employment was.	0	2	0	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	1	1	0
F. Ability to communicate with superior is	0	1	1	0
G. Ability to get along with fellow workers is	0	1	1	0
H. Overall work attitude is	0	1	1	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

2 Yes - without reservation

0 Yes - with careful screening

0 No

Employer's Comments:

Specialized training in security, law enforcement and public safety procedures.

DENTAL ASSISTING Number of Respondents = 11

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	1	5	5	0
B. Scope of the various areas of knowledge required by the job is	1	5	5	0
C. Understanding of the theory behind the tasks performed is	1	8	2	0
D. Performance of job skills from the beginning of employment was.	1	5	5	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	1	3	7	0
F. Ability to communicate with superior is	0	3	8	0
G. Ability to get along with fellow workers is	0	3	8	0
H. Overall work attitude is	0	0	11	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

4 Yes - without reservation

7 Yes - with careful screening

0 No

Employer's Comments:

Suggest increased training in the following areas:

1. Communication with patients.
2. Laboratory work of various kinds, e.g., radiography, mixing cements, taking impressions.
3. Clinical experience.
4. Business managment.

DENTAL LAB TECHNOLOGY Number of Respondents = 4

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	2	2	0
B. Scope of the various areas of knowledge required by the job is	0	2	2	0
C. Understanding of the theory behind the tasks performed is	0	2	2	0
D. Performance of job skills from the beginning of employment was.	0	3	1	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	2	2	0
F. Ability to communicate with superior is	0	1	3	0
G. Ability to get along with fellow workers is	0	1	3	0
H. Overall work attitude is	0	0	4	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

4 Yes - without reservation

0 Yes - with careful screening

0 No

Employer's Comments:

Suggest more work in the fabrication of orthodontic appliances and the laboratory in general.

ENGINEERING TECHNOLOGY Number of Respondents = 6

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	1	3	2	0
B. Scope of the various areas of knowledge required by the job is	0	3	3	0
C. Understanding of the theory behind the tasks performed is	1	3	2	0
D. Performance of job skills from the beginning of employment was.	0	2	4	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	1	5	0
F. Ability to communicate with superior is	0	1	5	0
G. Ability to get along with fellow workers is	0	0	6	0
H. Overall work attitude is	0	1	5	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

2 Yes - without reservation

4 Yes - with careful screening

0 No

Employer's Comments:

Suggest more emphasis on practical applications of theory.

FIRE SCIENCE Number of Respondents = 24

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	14	10	0
B. Scope of the various areas of knowledge required by the job is	0	11	13	0
C. Understanding of the theory behind the tasks performed is	0	13	11	0
D. Performance of job skills from the beginning of employment was.	0	14	8	2
E. Familiarity with equipment and machines used in your operation in the beginning was.	1	14	7	2
F. Ability to communicate with superior is	0	13	11	0
G. Ability to get along with fellow workers is	0	15	9	0
H. Overall work attitude is	0	13	11	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

12 Yes - without reservation

11 Yes - with careful screening

1 No

Employer's Comments:

Recommendations include more training in management, physical ability, fire suppression, hardware and terminology.

HOSPITALITY MANAGEMENT Number of Respondents = 3

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	1	1	1	0
B. Scope of the various areas of knowledge required by the job is	1	1	1	0
C. Understanding of the theory behind the tasks performed is	0	2	1	0
D. Performance of job skills from the beginning of employment was.	0	1	2	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	1	2	0
F. Ability to communicate with superior is	0	1	2	0
G. Ability to get along with fellow workers is	0	1	2	0
H. Overall work attitude is	0	0	3	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

2 Yes - without reservation

0 Yes - with careful screening

1 No

Employer's Comments:

More preparation in person to person communication.

INSTRUCTIONAL AIDE Number of Respondents = 3

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	2	1	0
B. Scope of the various areas of knowledge required by the job is	0	3	0	0
C. Understanding of the theory behind the tasks performed is	1	2	0	0
D. Performance of job skills from the beginning of employment was.	0	1	2	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	1	1	1	0
F. Ability to communicate with superior is	1	0	2	0
G. Ability to get along with fellow workers is	0	1	2	0
H. Overall work attitude is	0	2	1	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

1 Yes - without reservation

2 Yes - with careful screening

0 No

Employer's Comments:

More emphasis is suggested upon dealing with handicapped and exceptional children, and upon writing and organization.

MEDICAL ASSISTING Number of Respondents = 9

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	8	1	0
B. Scope of the various areas of knowledge required by the job is	0	6	3	0
C. Understanding of the theory behind the tasks performed is	0	7	2	0
D. Performance of job skills from the beginning of employment was.	0	4	5	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	6	3	0
F. Ability to communicate with superior is	1	3	5	0
G. Ability to get along with fellow workers is	0	3	6	0
H. Overall work attitude is	0	1	8	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

5 Yes - without reservation

4 Yes - with careful screening

0 No

Employer's Comments:

More stress on medical vocabulary, legible handwriting, spelling and x-ray and EKG work.

MEDICAL LAB TECHNOLOGY Number of Respondents = 3

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	2	1	0
B. Scope of the various areas of knowledge required by the job is	0	1	2	0
C. Understanding of the theory behind the tasks performed is	0	2	1	0
D. Performance of job skills from the beginning of employment was.	0	2	1	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	3	0	0
F. Ability to communicate with superior is	0	0	3	0
G. Ability to get along with fellow workers is	0	0	3	0
H. Overall work attitude is	0	0	3	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

2 Yes - without reservation

1 Yes - with caréful screening

0 No

Employer's Comments:

Suggest more experience with automated typing equipment.

MENTAL HEALTH ASSOCIATE Number of Respondents = 2

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	2	0	0
B. Scope of the various areas of knowledge required by the job is	0	2	0	0
C. Understanding of the theory behind the tasks performed is	0	0	2	0
D. Performance of job skills from the beginning of employment was.	0	0	2	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	1	1	0
F. Ability to communicate with superior is	0	0	2	0
G. Ability to get along with fellow workers is	0	0	2	0
H. Overall work attitude is	0	0	2	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

2 Yes - without reservation

0 Yes - with careful screening

0 No

Employer's Comments:

More occupational therapy, clinical training, and general theory.

NURSING Number of Respondents = 24

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	3	19	0	2
B. Scope of the various areas of knowledge required by the job is	4	17	1	2
C. Understanding of the theory behind the tasks performed is	1	17	5	1
D. Performance of job skills from the beginning of employment was.	4	18	1	1
E. Familiarity with equipment and machines used in your operation in the beginning was.	10	12	1	1
F. Ability to communicate with superior is	0	14	9	1
G. Ability to get along with fellow workers is	0	10	12	2
H. Overall work attitude is	0	7	16	1

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

14 Yes - without reservation

9 Yes - with careful screening

1 No

Employer's Comments:

The employers of Montgomery College nursing graduates put great stress upon the need for more clinical experience in realistic, team nursing settings. They also suggested more training in organizational and leadership skills, anatomy and physiology, and the use of biomedical equipment.

RADIOLOGIC TECHNOLOGY Number of Respondents = 6

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	5	1	0
B. Scope of the various areas of knowledge required by the job is	0	6	0	0
C. Understanding of the theory behind the tasks performed is	0	4	2	0
D. Performance of job skills from the beginning of employment was.	1	3	2	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	5	1	0
F. Ability to communicate with superior is	1	2	3	0
G. Ability to get along with fellow workers is	0	3	2	1
H. Overall work attitude is	1	1	4	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

3 Yes - without reservation

2 Yes - with careful screening

1 No

Employer's Comments:

More training in special procedures, anatomy and practical applications of techniques.

RECREATION LEADERSHIP Number of Respondents = 3

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	2	1	0
B. Scope of the various areas of knowledge required by the job is	0	2	1	0
C. Understanding of the theory behind the tasks performed is	0	2	1	0
D. Performance of job skills from the beginning of employment was.	1	1	1	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	2	0	1	0
F. Ability to communicate with superior is	0	2	1	0
G. Ability to get along with fellow workers is	0	2	1	0
H. Overall work attitude is	0	1	2	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

2 Yes - without reservation

1 Yes - with careful screening

0 No

Employer's Comments:

Communication skills and creativity were stressed.

SECRETARIAL SCIENCE Number of Respondents = 31

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	1	10	18	2
B. Scope of the various areas of knowledge required by the job is	0	12	16	3
C. Understanding of the theory behind the tasks performed is	1	7	19	4
D. Performance of job skills from the beginning of employment was.	0	7	22	2
E. Familiarity with equipment and machines used in your operation in the beginning was.	1	12	16	2
F. Ability to communicate with superior is	0	10	20	1
G. Ability to get along with fellow workers is	0	9	21	1
H. Overall work attitude is	0	8	22	1

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

15 Yes - without reservation

15 Yes - with careful screening

1 No

Employer's Comments:

More training was suggested in the following areas:

1. Foreign languages
2. Data Processing
3. Travel reservations
4. Legal citation
5. Technical terminology
6. Telephone answering
7. Word processing equipment
8. Business and finance
9. Letter composition
10. Proofreading

VISUAL COMMUNICATIONS TECHNOLOGY Number of Respondents = 6

	Inadequate	Adequate	More than Adequate	Not Observed
A. Depth in the various areas of knowledge required by the job is	0	3	3	0
B. Scope of the various areas of knowledge required by the job is	0	1	5	0
C. Understanding of the theory behind the tasks performed is	0	3	3	0
D. Performance of job skills from the beginning of employment was.	0	2	4	0
E. Familiarity with equipment and machines used in your operation in the beginning was.	0	5	1	0
F. Ability to communicate with superior is	0	2	4	0
G. Ability to get along with fellow workers is	0	2	4	0
H. Overall work attitude is	0	2	4	0

Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

3 Yes - without reservation

3 Yes - with careful screening

0 No

Employer's Comments:

More stress on basic geometry and the total printing process.

SUMMARY AND RECOMMENDATIONS

A survey of employers and supervisors of Montgomery College career program graduates was conducted for the third consecutive year in an attempt to involve members of the work community in an evaluation of College programs. Eighty percent of those former students who were working and who responded to the 1976 graduate follow-up had given permission for their employers to be contacted. One hundred and fifty-nine employers participated, 71 percent of those who were sent questionnaires.

A variety of curriculums was represented in the survey. The majority of employers were located in Montgomery County or Washington, D.C. The greatest number of these were private firms, but hospitals, federal and local government agencies, and medical-dental offices were also well represented.

The results were in general agreement with those of previous surveys. The A.A. degree was not seen as essential to job entry but as increasing the chances for advancement of those already employed. The preparation and performance of graduates were seen as adequate to more than adequate as a whole, and most employers expressed a willingness to hire other Montgomery College graduates from the same field of study. Comments by the employers concerning particular programs of study, which were forwarded to the respective curriculum heads, are summarized in the report.

The increasing number of employers cooperating in this evaluation effort suggests that a community resource exists for more specific evaluation of individual programs in the future.

Recommendations

The apparent lack of recognition by employers of the Associate degree as a certification of a specific skill level constitutes a major problem. Therefore, it is recommended that a program be launched by the citizen advisory committees and the College to inform employers in Montgomery County of the skill level represented by the Associate in Arts degree and/or the certificate where applicable. This is especially necessary in those career areas where the respective professional group does not provide certification. Employers should be urged to include the Associate degree or certificate in the job requirements for those positions directly related to career programs offered by the College.

Although all of the career programs which were evaluated received favorable marks from employers, there were in most cases specific areas which employers felt could be strengthened. Curriculum heads are urged to take careful note of these recommendations and institute changes where practicable.

APPENDIX A

EMPLOYER QUESTIONNAIRE

MONTGOMERY COLLEGE
A two year public community college
ROCKVILLE, MARYLAND 20850 ■ (301) 762-7400

Dear Supervisor:

Montgomery Community College is conducting an evaluation of its educational programs and would appreciate your assistance. As the supervisor of an M.C. graduate, you are in a unique position to provide valuable input into our study.

Please share your knowledge with us by completing the enclosed questionnaire and returning it in the stamped, self-addressed envelope.

Sincerely,

Robert L. Gell
Dean of Institutional Research and Analysis

RLG:aml

Enclosures

CAMPUSES AT ROCKVILLE AND TAKOMA PARK, MARYLAND
Formerly Montgomery Junior College

MONTGOMERY COMMUNITY COLLEGE GRADUATE

EMPLOYER QUESTIONNAIRE

(2-4) _____
Name of Montgomery College Graduate

(5-6) _____
AA Degree or Certificate

Supervisor _____ Title _____

(7) Firm _____

(8) Address _____

_____

(9) 1. Does the position held by this MC graduate require an Associate degree?

(1) _____ Yes

(2) _____ Not required but preferred

(3) _____ No

(10) 2. Do you employ other two-year college graduates?

(11-12) (1) _____ Yes How many? _____

(2) _____ No

3. Do you give preference to a prospective employee with an Associate degree over a person with two years of college and no degree?

(13) (1) _____ Yes

(2) _____ No

4. If an employee in your organization earned an Associate degree would he/she:
(Check appropriate response)

		1	2	3	4	5
(14)	A. Have increased chances of being promoted	☐ Never	☐ Unlikely	☐ Sometimes	☐ Usually	☐ Always
(15)	B. Be expected to assume greater responsibilities	☐ Never	☐ Unlikely	☐ Sometimes	☐ Usually	☐ Always
(16)	C. Be expected to perform job tasks requiring a high level of skills	☐ Never	☐ Unlikely	☐ Sometimes	☐ Usually	☐ Always

5. Based on your own experience of supervising a Montgomery College graduate please indicate how adequate you feel the College prepared her/him in each of the areas listed below. *(Check appropriate response)*

		Inadequate 1	Adequate 2	More than Adequate 3	Not Observed 0
(17)	A. Depth in the various areas of knowledge required by the job is	☐	☐	☐	☐
(18)	B. Scope of the various areas of knowledge required by the job is	☐	☐	☐	☐
(19)	C. Understanding of the theory behind the tasks performed is	☐	☐	☐	☐
(20)	D. Performance of job skills from the beginning of employment was.	☐	☐	☐	☐
(21)	E. Familiarity with equipment and machines used in your operation in the beginning was	☐	☐	☐	☐
(22)	F. Ability to communicate with superior is	☐	☐	☐	☐
(23)	G. Ability to get along with fellow workers is.	☐	☐	☐	☐
(24)	H. Overall work attitude is.	☐	☐	☐	☐

6. Would you employ another Montgomery graduate who has a degree in the same area as your current employee?

(25) (1) _____ Yes - without reservation

(2) _____ Yes - with careful screening

(3) _____ No - Why? _____

7. Please specify any additional skills that you feel an AA graduate you employ should have:

26-27) _____

_____

_____

Is there any weak skill or technical area that should be strengthened by the College?

(28-29) _____

_____

_____

8. Please specify any additional areas of knowledge that you feel an AA graduate you employ should have?

(30-31) _____

_____

_____

Is there any weak area of knowledge that should be strengthened by the College?

(32-33) _____

_____

_____

9. Please feel free to add any additional comments:

(34-35) _____

_____

_____

_____

_____

10. If further evaluation of college programs is needed, would you be willing to share your expertise and be contacted by our faculty?

(36) (1) ☐ Yes (2) ☐ No

Supervisor Completing This Questionnaire:

Name _____

Title _____

Company/Organization _____

Street _____

City/State/Zip Code _____

Please return to: *Dr. Robert L. Gell*
Dean of Institutional Research and Analysis
Montgomery Community College
51 Mannakee Street
Rockville, Maryland 20850

APPENDIX B

EMPLOYERS WHO PARTICIPATED

IN THE STUDY

PAGE(S) 41-53 ~~WAS~~ (WERE) ~~MISSING~~ (REMOVED) FROM THIS DOCUMENT PRIOR TO ITS BEING SUBMITTED TO THE ERIC DOCUMENT REPRODUCTION SERVICE.

UNIVERSITY OF CALIF.
LOS ANGELES

SEP 16 1977

CLEARINGHOUSE FOR
JUNIOR COLLEGES